JT. TOWNS POYGAN, POY SIPPI SANITARY DISTRICT # 1
MINUTES OF MEETING – WEDNESDAY, January 29, 2025 3:30 PM
Wastewater Treatment Plant

Meeting was opened by Paul Wesner. Also present were Commissioners Dave Prtizl and Brian McHugh and Operator Ken Carpenter and Tom Kruzick

The December minutes and financial reports were read.

Clarification was requested regarding check #4077 dated 12/30/2024 to the Town of Poygan in the amount of $1,318.94. A "user" wrote out a check to the Sanitary District for the amount of their real estate taxes; therefore, the Sanitary District had to in turn write out a check to the Town of Poygan for that amount.

250129-a: Motion to approve the minutes and the financial report was made by Paul and seconded by Dave. Motion carried.

Phosphorus Compliance Update: Tom created a Standard Operating Procedure, which was submitted to the DNR and approved as written. The permit is expected to be available in six to nine months. Phosphorus levels remain stable with the introduction of the new chemical. Ken and Tom plan to use up the remaining Alum before fully transitioning to the new chemical.

Budget Discussion: There was a discussion about the budget and the information used to allocate funds for each item. A new entry will need to be added for tank cleaning scheduled for Fall 2025. The budget will be revised and revisited at the meeting on February 26, 2025. There was a preliminary discussion about the tax levy, mill rate and the separation of capital expenditures and operating expenses.

Maintenance: Ken is scheduled to attend the operator conference in Wisconsin Dells from February 11-12, 2025. The office has recently been painted. Ken and Tom plan to repair the stairs in the back building. We have a two-year agreement with Flyt for pump maintenance, but Ken has been unable to reach them. He will keep trying to make contact.

Old Business: Dave will continue to work on getting the generator quotes.

New Business:

Review Legal Fees: Continue this discussion at the next meeting.

Public Comments:

Dennis Hohol is consulting with Brian McHugh and would like to help with the budget discussion.

Agenda Items: Standard form for reporting payroll and expense reporting and wages for the plant operators

250129-b: Motion to pay bills as presented from now until the next meeting was made by Paul and seconded by Brian. Motion carried.

The next meeting is scheduled for February 26, 2025, at 3:30 p.m.

250129-c: Motion to adjourn meeting was made by Paul and seconded by Brian. Motion carried.

Respectfully submitted by Lisa Kallas, Secretary